



EXAMINATION ANNOUNCEMENT

CALIFORNIA ENERGY COMMISSION

ELECTRIC GENERATION SYSTEM SPECIALIST III

OPEN

EXAMINATION PLAN

This examination will consist of a Written Test weighted Pass/Fail and a Structured Qualification Appraisal Interview weighted 100%. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained in the examination. **Only those candidates who are successful in the written phase of the examination will be invited to the structured qualification appraisal interviews.**

QUALIFICATIONS APPRAISAL

This portion of the examination will consist of a structured qualification appraisal interview weighted 100% that may include pre-exposed interview questions, presentations, oral reports, role-playing exercises, in-basket activity, or preparation of written materials. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained in the interview.

It is anticipated that structured qualification appraisal interviews will be held during January/February 2013.

FILING INSTRUCTIONS

FILE BY MAIL OR IN PERSON WITH:

California Energy Commission
Selection, Training & EEO Office (EGSS III)
1516 Ninth Street, MS-52
Sacramento, CA 95814

In order to expedite the application review process, please submit one (1) State Application (STD 678) for each classification level for which you are applying.

DO NOT SEND APPLICATIONS TO THE CALIFORNIA DEPARTMENT OF HUMAN RESOURCES

Applications may be obtained at the Employment Development Department in California, the California Energy Commission or the internet at: <http://jobs.ca.gov/pdf/std678.pdf>

Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

SPECIAL TESTING ARRANGEMENTS

If you have a disability and need special testing arrangements, mark question #2 of the "Application for Examination." You will be contacted to make specific arrangements.

SALARY RANGE

\$7073 - \$8598 (class receives a monthly \$300.00 retention bonus. This bonus is not part of the official salary and does not count toward determining retirement benefits.)

ELECTRIC GENERATION SYSTEM SPECIALIST III
BI03 - 4843
2ER7902

www.energy.ca.gov
(916) 653-6532

Final File Date: December 31, 2012

EQUAL EMPLOYMENT OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION

FINAL FILING DATE**DECEMBER 31, 2012**

All applicants must submit a State Application (STD 678) no later than the final filing date. Applications personally delivered or received via interoffice mail **after 5:00 p.m. on the final filing date will not be accepted for any reason. Applications and/or resumes submitted via facsimile (FAX) machines or electronically mailed (e-mail) will not be accepted.**

**REQUIREMENTS FOR
ADMITTANCE TO THE
EXAMINATION**

It is your responsibility to make sure you meet the education and/or experience requirements stated below by the final filing date. Your signature on your application indicates you have read, understood and possess the basic qualifications required. **All applications/resumes must include: "to" and "from" dates (month/day/year); time base (full-time/part-time/number of hours per week/month); and civil service class titles where applicable. Applications/resumes received without this information will be rejected.**

**MINIMUM
QUALIFICATIONS**

Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as 'Either' I 'or' II, 'or' III, etc. For example, candidates possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement. **Please note: When combining patterns all experience converts to the largest experience requirement.**

EITHER I

In the California state service, one year of experience performing electric generation energy-related duties in a class with a level of responsibility equivalent to that of Electric Generation System Specialist II.

Or II

In the California state service, two years of experience performing electric generation energy-related duties in a class with a level of responsibility equivalent to that of Electric Generation System Specialist I.

Or III

Experience: Five years of progressively responsible technical professional experience in electric generation system planning, design, evaluation, or operation, including four years of experience above the trainee level. (A Master's Degree in Engineering, Environmental Sciences, Mathematics, Economics, Computer Sciences, or other closely related field may be substituted for one year of the required experience.) Individuals with two different recognized graduate degrees (each of which constitutes a full degree program in one of the areas shown above) may substitute this achievement for two years of experience. (Experience in the California state service applied toward this pattern must include at least one year of experience in a class with a level of responsibility equivalent to that of Electric Generation System Specialist II.)

AND

Education: The following education is required when non-California state service experience is used to qualify at any level: Equivalent to graduation from college. Additional experience may be substituted for the required education on a year-for-year basis.

THE POSITION

The Electric Generation System Specialist III is the full supervisory level. Incumbents typically supervise a group of electric generation specialists and have major program responsibilities. Typically, as a full supervisor, incumbents report to an Office Manager responsible for one of the Commission's major programs, or report to a Division Administrator when supervising one of the division's major support programs. Incumbents spend their time supervising and managing activities rather than personally performing work which can be done by a journeyperson or program specialist.

Positions exist in Sacramento with the California Energy Commission.

SCOPE

Questions in the interview are designed to test broad knowledge of the topic under consideration and candidates should be prepared to respond to a wide variety of issues, both technical and procedural.

KNOWLEDGE OF

1. California Public Resources Code pertaining to energy conservation and development;
2. Design and operation of existing electrical generating facilities (nuclear, coal, oil, combustion, and hydro), advanced electrical generating technologies;
3. Environmental and economic aspects of various fuel types;
4. Generation expansion modeling techniques and approaches;
5. Electricity system planning and operation;
6. Power system economics alternative generation technologies and environmental consequences of generation facility construction and operation;
7. Principles, practices and trends of management and supportive services such as budget, personnel, planning, program evaluation or related areas;
8. Principles and practices of employee supervision, development and training;
9. Program management, formal and informal aspects of the legislative process;
10. The administration and environmental goals and policies;
11. Governmental functions and organization at the State and local level;
12. Commission's Equal Employment Opportunity (EEO) Program objectives;
13. A manager's role in the EEO Program and the processes available to meet EEO objectives.

ABILITY TO

1. Evaluate alternative generation methods;
2. Develop viable resource plans and supply mix strategies;
3. Analyze environmental and economic impacts;
4. Evaluate utility proposed resource plans for compatibility with electrical demand forecast;
5. Design and use mathematical modeling techniques for use in generation system planning;
6. Develop and present oral and written testimony in resource planning and environmental impacts;
7. Analyze energy and electricity data and develop technical information both orally and in writing;
8. Consult with and advise Office Managers, Division Administrators and Commissioners on a wide variety of electric generation system planning subject-matter areas;
9. Coordinate the work of others;
10. Act as a team or conference leader;
11. Departmental and State of California EEO and upward mobility programs and goals;
12. Reason logically and creatively and utilize a variety of analytical techniques to resolve complex managerial problems;
13. Review and edit written reports;
14. Utilize interdisciplinary teams effectively in the conduct of studies;
15. Manage a complex energy program;
16. Establish and maintain project priorities;
17. Develop and effectively utilize all available resources;
18. Effectively contribute to the Commission's EEO objectives.

**ELIGIBLE LIST
INFORMATION**

A departmental open eligible list will be established for the California Energy Commission. The list will be abolished twelve (12) months after it is established, unless the needs of the service and condition of the list warrant a change in this period.

VETERANS WILL NOT BE GRANTED IN THIS EXAMINATION
PREFERENCE POINTS

CAREER CREDITS WILL NOT BE GRANTED IN THIS EXAMINATION

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

GENERAL INFORMATION

For an examination without a written feature it is the candidate's responsibility to contact the Examination Unit at (916) 653-6532, three weeks after the final filing date if he/she has not received a progress notice. If a candidate's notice of oral interview or performance test fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The California Energy Commission reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) service-wide promotional, 5) open eligible list. When there are two lists of the same kind, the older must be used first.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history, and fingerprinting may be required.

Veteran's Preference Points: Veteran's preference credit is granted only on open list resulting from entrance examinations. These credits are granted to all competitors who qualify for, and have requested these points and who are successful in all parts of the examination. (The examination announcement indicates if veteran's preference points will apply.) Requests for veteran's preference, together with proof of eligibility should be submitted to: California Department of Human Resources, 1515 S Street, Sacramento, CA 95814, Attention Veteran's desk. It is necessary to establish eligibility only once.

Career Credit: A competitor who passes an open, nonpromotional civil service examination and who has permanent civil service status (or who has a mandatory right of reinstatement to a position with permanent civil service status) is eligible to receive three career credit points added to his/her earned score. Career credits are not given to persons who have permissive reinstatement privileges. The distinction between mandatory right of reinstatement and permissive reinstatement privilege is outlined in Government Code Sections 19140-19143. (The examination announcement indicates if career credit points will apply). Veteran's points are not granted in such examinations.

DO NOT SEND APPLICATIONS TO THE CALIFORNIA DEPARTMENT OF HUMAN RESOURCES

California Relay (Telephone) Service for the Deaf or Hearing Impaired
From TDD Phones: 1-800-735-2929 – From Voice Phones 1-800-735-2922

TDD is a Telecommunication Device for the Deaf and is reachable only from telephones equipped with a TDD device.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE, AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.